

**EXHIBIT “A”**  
**STATEMENT OF WORK**

**Water Resources Advisory Commission – Governing Board Operations**

**INTRODUCTION**

The Water Resources Advisory Commission (WRAC) was commissioned by South Florida Water Management District (SFWMD) Resolution 01-22 adopted on March 15, 2001, created the SFWMD Governing Board’s Water Resources Advisory Commission (WRAC) as a means of obtaining stakeholder input on South Florida’s critical water resources. The main purpose of the WRAC, an advisory body to the Governing Board, is to develop consensus based recommendations regarding future water resources activities needed to restore, preserve and protect the greater South Florida ecosystem while providing for other water-related needs of the region, including water supply and flood protection.

The highest responsibility selected by the members of the Water Resources Advisory Commission (Commission), from among the responsibilities assigned by the Governing Board is to serve as a forum for consensus building on a variety of water resource issues. The Commission identified a number of issues that they would like to prepare as practical recommendations for the SFWMD Governing Board’s consideration. The top three issues are:

1. Coordinate Comprehensive Everglades Restoration Plan (CERP) Programmatic Regulations and related water assurance issues, e.g., Consumptive Use Permitting, Minimum Flows and Levels, reservations, etc.
2. CERP Program and Project scheduling and implementation; and
3. Federal and State CERP funding and financial reporting issues.

**WORK BREAKDOWN / DELIVERABLES**

The SFWMD agrees to employ the Institute for Community Collaboration of the South Florida Regional Planning Council (SFRPC), a body corporate and politic and an agency of the State of Florida as a facilitator for WRAC meetings beginning October 9, 2001 and including meetings on November 1, 2001, December 6, 2001, January 3, 2002, and February 7, 2002. Meeting date(s) may be subject to change based on the decisions of the Water Resources Advisory Commission. The SFRPC will assist the Water Management District by designing and facilitating this multiple meeting process to address the needs of the Commission. Travel and related expenses are included in the Fee Agreement. Janice Fleischer and/or Pat Bidol-Padva will provide facilitation services.

**Responsibilities of the SFWMD:**

- All meeting logistics and public notice requirements.
- Prepare and disseminate the full agenda for each WRAC meeting in consultation with the facilitator(s).
- Produce and prepare a report of proceedings of each meeting.
- Site selection and any costs associated with the use of the site.

**Responsibilities of the SFRPC:**

<b>Deliverables</b>	
Develop the agenda for the facilitated portions of the WRAC meeting in consultation with WRAC and staff	At least five (5) pre meeting consultation sessions equalling 15 hours of planning and meeting time
Day of facilitation services.	Five facilitated WRAC meetings equalling 30 hours of group facilitation.
Review of the meeting notes to determine completeness	At least five (5) post meeting consultation sessions equalling 30 hours of planning and meeting time
Facilitators may talk to members between actual facilitated meetings on an “as needed” basis	For use on an as needed basis, planning and meeting time incorporated into either pre or post meeting consultation

**DELIVERABLES SCHEDULE**

<b><u>Deliverable Schedule and Description *</u></b>	
Facilitation at October 9, 2001 Meeting and pre and post meeting consultations sessions	To Be Held In Palm Beach County at the SFWMD Headquarters.
Facilitation at November 1, 2001 Meeting and pre and post meeting consultations sessions	To Be Held in Broward County at the IGFA Facilities.
Facilitation at December 6, 2001 Meeting and pre and post meeting consultations sessions	To Be Held in Lee County at the SFWMD Ft. Myers Service Center.
Facilitation at January 3, 2002 Meeting and pre and post meeting consultations sessions	To Be Held In Palm Beach County at the SFWMD Headquarters.
Facilitation of February 7, 2002 Meeting and pre and post meeting consultations sessions	To Be Held in Miami-Dade County at a facility to be determined.

\* Schedule subject to change based on the decisions of the Water Resources Advisory Commission.

**PAYMENT SCHEDULE**

Five (5) payments will be made following submittal of invoice from SFRPC before the end of each month following the facilitation for the period, October 1- March 31, 2002. Invoiced items will include consultation with District staff on the actual meeting agenda; day of facilitation services;

review of the meeting notes to determine completeness; and facilitators may talk to members between actual facilitated meetings on an “as needed” basis.

All invoices will list the deliverables submitted to the District during the reporting period.

### **ESTIMATED COSTS**

The total amount of reimbursable costs sought under this Statement of Work from the District will not exceed \$10,000.

### **CONTINGENCIES**

Every effort will be made to complete all the tasks as described; however, it is recognized that due to unforeseen working conditions some of the facilitation duties may be missed. The District may amend this contract (if mutually agreeable with SFRPC) for a schedule change or time extension in the event of a problem.

Changes to the contract can be made at any time and must be agreed upon by all parties before taking effect. Appendices showing changes can be attached to original contract in lieu of contract amendments.